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UNITED STATES DEPARTMENT OF AGRICULTURE

U. S. EXTENSION SERVICE

WASHINGTON, D. C.

EXTENSION WORK IN HOME MANAGEMENT
EXTENSION SERVICE AND
BUREAU OF HOME ECONOMICS COOPERATING

March 25, 1941.

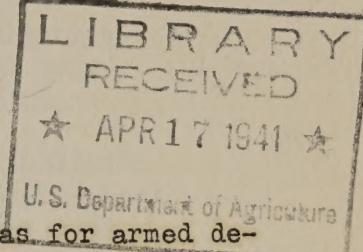
TO EXTENSION ECONOMISTS, HOME MANAGEMENT AND
EXTENSION ECONOMISTS, HOUSE FURNISHING:

RE: HOME MANAGEMENT AND DEFENSE.

Defense activities for "total" defense as well as for armed defense are, no doubt, gradually changing your State program and activities as they are ours at the Federal level. The following statement on "Home Management and Defense" was prepared to be included in a home demonstration report on this subject. After you have studied it, if you have additional suggestions or changes to make, please send them to me.

How Extension Economists, Home Management, can
assist in family security defense activities.

1. Aid farm families in making their cash go as far as possible by providing them with information on how raising a home food supply (meat, milk, poultry, grains, vegetables, and fruits) will release cash for other family needs.
2. Teach skills of home manufacture such as bread making, cheese making, home sewing, and soap making, so that the cash expenditures for such items may be kept at a minimum, if necessary.
3. Foster farm and home financial planning so that farm families may live within their incomes and, when possible, pay back debts or save for family financial crises that may occur in the coming years.
4. Foster farm and home financial planning and recording so that farm families will have records upon which to base adjustments to, i.e. rising price levels, increased or decreased incomes.
5. As changes in prices of farm family living items are occurring, be ready to give information on why such changes occur.
6. Since grade labeling assures consumers of fair values in their purchasing, foster such programs.



7. Provide information on how to buy the farm family clothing, house furnishings and other "cash expenditure" items wisely.

8. Teach good housekeeping skills of sanitation and order, since the practice of such skills will help to keep the farm family healthy and its morale high.

9. The U. S. Treasury has already given publicity to the necessary financial program that must parallel that of national defense. United States savings stamps will be sold to children, as well as adults, and soon there will be campaigns to sell United States savings bonds. We can aid in this work by fostering discussion on the place of savings in the family's financial plan. Work on family financial planning and household accounts can give material aid to the national savings program.

10. Statistics show that during the World War many savings stamps were lost as a result of people's carelessness. This fact gives us an opportunity to re-emphasize business centers and systematic, orderly methods of handling the family's business affairs. This program can also be tied in with discussions on money management problems between parents and children.

How can the house-furnishing staff aid in national defense?

In the final analysis, the morale of people will be of utmost importance. Therefore, attractive, comfortable homes are important, even though attention must right now be centered on providing ships and armaments. House-furnishing programs will continue to deal with practical matters of keeping the house and furniture in repair at low cost; and in many cases where families are living under crowded conditions, the house-furnishing staff may be able to help with community housing programs. If you have developed a statement on the contributions that house-furnishing staff members can make to the national defense program, please send me a copy, and I will compile your suggestions for the next home management letter.

Coordinated activities on health, welfare, family security, recreation and education, through the Administrator of the Federal Security Agency, Paul McNutt.

At Federal level. Federal extension staff members are attending a series of regional conferences this month, where activities of all governmental agencies are being explored looking forward to Federal coordinated "total" defense programs.

At State level. State defense councils in some States are already functioning, and committees dealing with the "total" defense program have been organized to deal with these problems. Your director and State home demonstration leader can give you information on the progress of these programs, and tell you if your help is needed at this time.

Nutrition-health defense program.

Most of you are in touch with the nutrition-health program through your State nutrition committee and State nutrition specialist; and will know how you can aid in that program. Do you agree that home management specialists can help in this program:

(a) by providing factual data regarding economic status of farm families and possible adjustments on regional or county basis that should be made in such programs because of the varying incomes of rural families?

(b) by stimulating discussion and helping farm families analyze the best uses of time and abilities of family members and available equipment in a complete live-at-home program as an essential objective of nutrition-health activities?

(c) by fostering educational work on storage of foods after they are raised and conserved in cooperation with the nutrition specialists?

Nebraska and Kansas home management conferences
based on visit to farm homes.

In January I visited Nebraska, Kansas, and Iowa, and I want to report enthusiastically concerning conferences we held in Kansas and Nebraska to study farm-home management problems through a farm and home visit. Small groups of agents and State staff members together with agricultural agents made a farm and home visit in the morning. While the group was in the home, the husband and wife told the history of their farming experiences, management problems they had faced and how they had been solved, and their goals for the coming years.

Following this visit the extension staff held an afternoon's round-table discussion, at which time we reviewed good and bad management practices that we had observed and analyzed the reasons for the same. We discussed whether this family's problems and situations were common to other families in the county and how the home management program might be adjusted to fit the needs of these families.

If you are interested in this method, you might write for more details to Miss Gladys Myers, extension economist, home management, Manhattan, Kans., and Miss Muriel Smith, extension economist, home management, Lincoln, Nebr.

4-H Club house-furnishing exhibits at National
4-H Club Congress, Chicago.

Mr. M. H. Coe, State club leader, Manhattan, Kans., chairman of the Extension Committee on 4-H Club work at the National 4-H Club Congress, Chicago, has appointed a 4-H house furnishing committee to suggest changes for that exhibit. Geneva Admundson, assistant State club leader, Madison, Wis., is chairman and other members are Mary McKee, extension specialist in 4-H Club work, Urbana, Ill., Mildred Schenck, State club agent, St. Paul, Minn.; and Helen Cowgill, assistant State club leader, Corvallis, Oreg. Many of you have given considerable thought to this problem; and this committee, I am sure, will appreciate hearing from all of you. Please send your ideas to Miss Admundson.

Revision of Miscellaneous Publication 44, "A
Selected List of References on Family
Financial Planning and Money Management."

Much good literature on this subject has appeared during the year, and I need your advice on revising it. Do you use this publication, and should it be revised? If revised, should a copy be sent to each county home demonstration agent?

Notes on enclosures.

1. Louisiana 1941 farm family living outlook material. We hope you will like the William Green family as well as we do, and if you have not used the case method in outlook and farm and home financial planning meetings, why not plan to try this method soon? Extension economists, in home management in Louisiana, Nebraska, Iowa, Maine, Connecticut, Wisconsin, and Oklahoma, who have been using this method, will all be glad to share with you the experiences, both good and bad, in using this method.

2. Slip covers for furniture. The Bureau of Home Economics has prepared two new film strips, "Slip Covers for Upholstered Chairs," No. 591, 55 cents, and "Slip Covers for Straight Chairs," No 592, 55 cents, to be used in connection with the new Farmers' Bulletin 1873, "Slip Covers for Furniture." Enclosed you will find the lecture notes for these film strips. The bulletin has been mailed to you but not to county home demonstration agents. If you think a copy should also be sent to each home demonstration agent, will you be responsible for ordering through your extension director?

Changes in personnel.

Alaska. Mrs. Lydia Fohn-Hansen, who a number of years ago was the State home demonstration leader in Alaska, has returned to the staff and has been designated extension economist, home management. Mrs. Hansen writes me that she is working on demonstration kits and program materials which are being mailed for study to Alaska home demonstration clubs.

New Jersey. Gladys E. Stratton, Connecticut, has been lent to New Jersey for 4 months to assist with special home management work. This is an exchange engagement in which New Jersey lent Mrs. Marion McDowell, specialist in child training and parent education, to Connecticut last year.

Wyoming. Ellen Lindstrom, former Kansas extension economist, home management, has been appointed to a similar position in Wyoming. We are delighted that Wyoming was able again to fill this position.

Louisiana. Margaret Brumby, formerly county home demonstration agent, Washington County, Miss., has been appointed clothing and house furnishing specialist in Louisiana. This position also has been vacant for some time due to lack of funds. We are glad to have a part-time house furnishing staff member in Louisiana again.

Spring schedule.

I hope I will be seeing many of you at the Third National Conference on Consumer Education at Columbia, Mo., April 7 to 9. The State staff members who assisted with last year's discussion did such a good job, that I was asked to lead the round table again this year on "Consumer Education of Rural Consumers." Miss Lelia Ogle, Farm Security Administration, has accepted the responsibility as associate leader.

Conclusion.

This is such a long letter, that I am summarizing by this suggested "Do" list:

(1) Please send me your ideas regarding home management and house furnishing in total defense programs.

(2) Let me know if the selected list of references on family financial planning should be revised, and if distribution should include each home demonstration agent.

(3) If you have suggestions regarding the revision of the 4-H Club house-furnishing exhibit at the National 4-H Club Congress, please send them to Miss Geneva Admundson, Assistant State Club Leader, Madison, Wis.

Sincerely,

Mary Rokahr

Mary Rokahr,
Extension Economist
Home Management

Enclosures.

1. The first and most important consideration in the study of language is the study of grammar. This is the study of the structure of language, the rules of grammar, the parts of speech, the forms of words, the rules of punctuation, and the like. It is the study of the language as a system, and not as a collection of individual words.

2. The second and most important consideration in the study of language is the study of the meaning of words. This is the study of the meaning of words, the meaning of sentences, the meaning of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

3. The third and most important consideration in the study of language is the study of the use of language. This is the study of the use of language, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

4. The fourth and most important consideration in the study of language is the study of the history of language. This is the study of the history of language, the history of words, the history of sentences, the history of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

5. The fifth and most important consideration in the study of language is the study of the development of language. This is the study of the development of language, the development of words, the development of sentences, the development of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

6. The sixth and most important consideration in the study of language is the study of the use of language in different countries. This is the study of the use of language in different countries, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

7. The seventh and most important consideration in the study of language is the study of the use of language in different times. This is the study of the use of language in different times, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

8. The eighth and most important consideration in the study of language is the study of the use of language in different places. This is the study of the use of language in different places, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

9. The ninth and most important consideration in the study of language is the study of the use of language in different ways. This is the study of the use of language in different ways, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

10. The tenth and most important consideration in the study of language is the study of the use of language in different forms. This is the study of the use of language in different forms, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.

11. The eleventh and most important consideration in the study of language is the study of the use of language in different ways. This is the study of the use of language in different ways, the use of words, the use of sentences, the use of paragraphs, and the like. It is the study of the language as a system, and not as a collection of individual words.